

**LOOKING GLASS REGIONAL FIRE AUTHORITY
7720 W. Grand River Hwy.
Grand Ledge MI 48837**

**Minutes of Looking Glass Regional Fire Authority Meeting
March 19, 2014
6:00 p.m.**

CALL TO ORDER: The meeting was called to order at 6:00 p.m. with The Pledge of Allegiance.

ROLL CALL: Board Members Present: Clark, Smith, Crego, Rademacher, Mitchell and Adams. Also present Chief Clark and Assistant Chief Roman.

PUBLIC COMMENT-None

CORRESPONDENCE- A scope of work and a quote for parking and road surfaces was provided. Eagle and Watertown Townships have approved LGRFA's compensation change. This means the LGRFA Trustees will get paid \$1200 per year whether they attend a meeting or not.

AGENDA APPROVAL- Motion by Adams, seconded by Crego to approve the agenda as presented. **Motion passed.** Motion by Mitchell, seconded by Rademacher, to amend the agenda to include the rebuilt primer motor for the tanker. **Motion passed.**

APPROVAL OF MINUTES-Motion by Adams, seconded by Mitchell to approve the minutes of February 19, 2014 as amended to state that Adams was absent with notice and thus didn't make any motions. **Motion passed.**

APPROVAL OF BILL PAYMENT- Motion by Crego, seconded by Mitchell to approve of and pay the bills as presented. **Motion passed.**

REPORTS

Chief's Report- Chief Clark discussed the coding of the bills. There were 9 EMS runs for Eagle and 26 for Watertown. Eagle had 7 fire runs, Watertown had 13. The driveway needs to be patched-it's a little rough. Chief wants to take the lawn mowing to his labor advisory group. They need to look at a new mower or look at something that is reliable. The 425 needs a new primer motor which is about \$300-\$400 rebuilt. The 421 engine has been completely repaired and the insurance company will be sending a check for that any time. There are 2 new full time employees with the intent to staff 3 people at LGRFA. Educational information/training was discussed. There are plans in place in case of a shooter/knife wielder etc at a school, office, etc. They are working on some grants etc to get supplies needed for an emergency like this. This is joint training with the police departments. **Rademacher** volunteered to try and pursue grant money.

Chair's Report- Financials- They are on track financially.

EXEC/FINANCIAL COMMITTEE REPORT- Status of Delta/LGRFA Agreement-Delta has accepted the agreement. LGRFA document review and update-This was discussed earlier. They are coming up with retention guidelines.

FACILITY/EQUIPMENT COMMITTEE REPORT-

Plymovent System-**Mitchell** stated that it will be kept as it is.

Record keeping system-**Mitchell** is researching a scanner and will look into scanning documents and putting them on a computer or discs.

Website update-**Chief** has someone who has updated the website.

Misc facility updates-The wireless headsets are not working-they were supposedly repaired and still don't work. They need to look at a wired system. **Mitchell** stated that in the long range they need to get a different projector. Equipment Committee updates are expected in August.

DISCUSSION/ACTION ITEMS-

1. LGRFA/Delta Agreement revisions-**Clark** heard from Delta that the exhibits and revised agreement is ok. They have notified both townships that they were updating this. **Clark** will notify the townships that they are continuing with this. **Motion by Adams**, seconded by **Smith** to ask the townships for approval of the amended Delta LGRFA Service Agreement. **Motion passed.**
2. Parking and road surface preliminary quotation-There is a letter from SME with a quote for the scope of parking lot work. **Clark** would like to work with this company as he has in the past. This will be a long range capital expenditure and may be able to be done in increments.
3. Rebuilt primer motor-**Motion by Mitchell**, seconded by **Rademacher** to authorize Chief Roman to proceed with the purchase of and repair of the primer motor for the tanker replacing it with a rebuilt motor not to exceed \$700.00 from Spartan. **Motion passed.**

DISCUSSION AND PUBLIC COMMENT- **Chief** asked about getting some cold patch in or something until the parking lot is actually repaired.

ADJOURNMENT: Meeting adjourned at 7:10 p.m.

Date Approved

, Secretary